

State of Hawaii  
Department of Accounting and General Services  
Accounting Division

Instruction to State Departments and Agencies  
2013 State Single Audit Information

In accordance with Section 40-4, Hawaii Revised Statutes, and OMB Circular A-133, we are requesting financial information to assist in the preparation of the State's Single Audit Report for the fiscal year ended June 30, 2013.

The following financial information is requested:

1. Department SEFA Data Sheet Package - See attached DAGS' SEFA Preparation Instructions.
2. Schedule of prior year's audit findings with status of the department's corrective action.
3. Written communications with Federal agencies that oversee expenditures be made available to CAFR auditors or provide copies of written communications.
4. Name and telephone number of department representative to coordinate audit efforts.

The department SEFA data sheet package should be submitted to Wayne M. Horie [wayne.m.horie@hawaii.gov](mailto:wayne.m.horie@hawaii.gov) by August 31, 2013. The DAGS' SEFA Preparation Instructions and SEFA data sheet package may be found at the Accounting Division's web page at <http://hawaii.gov/dags/accounting-division>.

If you have any questions, please call Wayne M. Horie at 586-0600.